

APPROVED

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MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF  
THE KAUFMAM CENTRAL APPRAISAL DISTRICT

The Board of Directors of the Kaufman Central Appraisal District held a meeting on Thursday May 21, 2020 in the boardroom of the Kaufman Central Appraisal District office located at 3950 South Houston Street, Kaufman, Texas. Board members present included Robert Dobbs, Bruce Bynum, Ann McDonald, Rusty Freeman, Mike Wood, John Zaby, and Karen Jones. Brenda Samples, Ex-officio member was absent. Staff members present were Sarah Curtis, Chief Appraiser, Coy Johnson and Royce Thomas.

A. Roll Call/Call to Order

Robert Dobbs, Chairman called the meeting to order with a quorum present at 5:00 p.m.

B. Invocation

The invocation was led by Robert Dobbs, Board Chairman

C. Pledge of Allegiance & Texas Pledge of Allegiance

Ann McDonald, Secretary of the Board of Directors led the pledge of Allegiance

D. Open Forum

1. No one spoke during the open forum

E. Action Items

1. Review and Action to Approve Minutes of March 19<sup>th</sup> meeting.

John Zaby made a motion to approve minutes of the March 19, 2020 meeting as written. Mike Wood seconded the motion. A vote was taken with all being in favor. Motion carried.

2. Discussion and Action to Approve financial reports

Bruce Bynum made a motion to approve January financial reports. Rusty Freeman seconded the motion. A vote was taken with all being in favor. Motion carried.

3. Discussion and Action to Approve First Quarter Public Investment Report

Mike Wood made a motion to approve the First Quarter Public Investment Report. Rusty Freeman seconded the motion. A vote was taken with all being in favor. Motion carried.

4. Budget Workshop

a. Action to approve 2021 Preliminary Budget  
for submission to entities

After discussion Bruce Bynum made a motion to approve the 2021 Preliminary Budget. (see approved attachment)

Mike Wood seconded the motion. A vote was taken with all being in favor. Motion

carried.

5. Discussion and Action to Approve Trepp, LLC contract

After discussion Karen Jones made a motion to approve Trepp, LLC contract.

Seconded by Ann McDonald. A vote was taken with all being in favor. Motion carried.

F. Executive Session

Braden Metcalf, Attorney joined the meeting via phone conference at this time.

The Board of Directors convened in Executive Session at 5:37 p.m.

Karen Jones made a motion to convene in executive session. Ann McDonald

Seconded the motion. A vote was taken with all being in favor. Motion carried.

Consultation with Attorney Section 551.07(a)-authorizes a governmental body to consult with its attorney in an executive session to seek advice on legal matters such as pending or contemplated litigation or a settlement offer:

Phone conference ended with Mr. Metcalf.

Mike Wood made a motion to reconvene into open session 5:55 p.m.

Karen Jones seconded the motion. A vote was taken with all being in favor. motion carried.

No action taken as a result as of executive session

G. Discussion Items Included:

1. Chief Appraiser Report
  - a. Appraisal Update
    1. ARB and Protest
    2. Property Value Study Appeals
    3. MAP Review
    4. Lawsuits
2. Next meeting Date  
Thursday, June 18, 2020

H. Adjournment

Karen Jones made a motion to adjourn, seconded by Ann McDonald. A vote was taken with all being in favor. Motion carried. Robert Dobbs, Chairman announced at 6:14 p.m. meeting adjourned.



Ann McDonald- Secretary

PROPOSED

2021

Budget	ACCOUNT
\$ 1,381,567	5000-Salaries and Wages
\$ 88,180	5110-Social Security
\$ 26,400	5120-TEC Payroll Taxes <i>preparing for increase due to COVID-19</i>
\$ 296,640	5130-Insurance Employee
\$ 121,854	5160-Retirement
\$ 170,200	5200, 6000-Travel Expense-Education, Schools, Seminars, Vehicle 5 <i>new appraisers</i>
\$ 20,000	5310, 5330-Utilities Electric, Water
\$ 30,000	5320, 5321-Telephone/Mobile
\$ 43,000	5340,5350-Building and Grounds Maintenance
\$ 9,500	5360-Insurance (Property, Real-PP, WC)
\$ -	5360- Includes this line item
\$ 30,000	5400-Office Supplies <i>additional staff and printers</i>
\$ 6,000	5430-Mapping Services
\$ -	5500 below Includes this line
\$ 24,500	5500-Office Equipment
\$ 41,000	5600-Dues, Membership & Tuition <i>five new appraisers</i>
\$ 80,000	5700-Postage <i>additional notices of value and SB2 mailings</i>
\$ 10,000	5800-Board of Directors
\$ 80,000	5900-Appraisal Review Board <i>increased number of hearings</i>
\$ 176,000	6100-Data Processing TA, BIS, Computer
\$ 46,500	6200-Contracted Services CAGI
\$ 111,500	5025 5026-Contract Fee/data collector
\$ 8,100	6220-Audit
\$ 40,000	6230-Legal Services
\$ 56,000	6240-System/Pictometry Upgrade
\$ 80,000	6400-Reserve Fund
\$ 2,976,941	Total Expenses